

NASPNCLA INSTRUCTION 5420.15B

Subj: PENSACOLA AREA ARMED FORCES DISCIPLINARY CONTROL BOARD (AFDCB)

Ref: (a) OPNAVINST 1620.2A  
(b) CNETINST 5420.3

Encl: (1) Checklist for items/complaints that may be submitted to the AFDCB

1. Purpose. To set forth the duties, functions, and composition of the Pensacola Area AFDCB as outlined in references (a) and (b).

2. Cancellation. NASPNCLAINST 5420.15A

3. Background. The goal of the AFDCB is to establish, develop, and maintain those relationships between various military commands, community businesses, and civic organizations that will stimulate community action to eliminate conditions that adversely effect the health, safety, welfare, morale, and discipline of military personnel. Successful operation of this board is dependent on maintaining the highest degree of liaison and coordination between military and civil authorities. The Pensacola Area AFDCB has the authority to monitor conditions in the Pensacola Area and to take action as necessary, consistent with the guidance in reference (a), to sustain a wholesome and safe area for military personnel and their dependents.

4. Information

a. Jurisdiction. The jurisdictional area of the AFDCB is defined to encompass the Navy Pensacola Complex, including Escambia and Santa Rosa Counties, Florida, and Baldwin County, Alabama.

b. Composition. The board will be composed of a president, counsel, voting members, nonvoting members, and advisors.

(1) Commanding Officer, Naval Air Station Pensacola, is the president of the AFDCB. The Staff Judge Advocate, Naval Air Station Pensacola, shall serve as counsel to the AFDCB.

(2) Voting Members

Commanding Officer, Naval Air Station Pensacola  
Commanding Officer, Marine Aviation Training Support Group  
Commanding Officer, Naval Operational Medicine Institute  
Commanding Officer, Naval Aviation Schools Command  
Commanding Officer, Naval Air Technical Training Center  
Commanding Officer, Naval Hospital, Pensacola

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Commanding Officer, Naval Legal Service Office Central  
Commanding Officer, Naval Education and Training Professional Development and Technology Center

Commanding Officer, Naval Technical Training Center, Corry Station  
Commander, Training Air Wing SIX  
Commanding Officer, Naval Air Station Whiting Field  
Commander, Training Air Wing FIVE

(3) Nonvoting Members/Advisors

Staff Judge Advocate, Chief of Naval Education and Training  
Special Agent-in-Charge, Naval Criminal Investigative Service  
Legal Assistance Department Head, Naval Legal Service Office Central  
Command Master Chief, Naval Air Station Pensacola  
Security Officer, Naval Air Station Pensacola  
Officer-in-Charge, Trial Service Office Southeast Detachment Pensacola  
Chairman, Pensacola Area Chamber of Commerce, Civilian/Military Council

(4) In addition, any military command or activity in the area served by the Board is invited and encouraged to send a representative to meetings as an advisor.

(5) Representatives of civil agencies concerned with law enforcement, health, and welfare within the area of jurisdiction are invited to attend meetings as advisors.

5. Duties and Functions of the AFDCB

a. Meet in regular session as frequently as the local situation may require, but at least annually.

b. Receive and take appropriate action on reports of the following conditions in the area within its jurisdiction:

- (1) disorders and lack of discipline;
- (2) prostitution;
- (3) sexually transmitted diseases;
- (4) liquor violations;
- (5) alcohol and drug abuse;
- (6) racial and other discriminatory practices;
- (7) drug abuse and/or paraphernalia;
- (8) alleged criminal or illegal activities involving cults or hate groups;
- (9) illegal gambling;

- (10) unfair commercial or consumer practices;
- (11) areas susceptible to terrorist activities; or
- (12) other undesirable conditions which may adversely affect military personnel or their families.

c. Coordinate with appropriate civilian authorities on problems or adverse conditions existing within the AFDCB's area of interest.

d. Take appropriate action per paragraphs 2 - 6 of reference (a) concerning the placing of off-installation establishments and areas off-limits.

## 6. Procedures

a. The AFDCB shall normally operate on the basis of complaints submitted using the format of enclosure (1), although information received from other sources may be used to initiate Board action. Valid complaints shall be investigated, and the owner or other appropriate person in control of the establishment or area under investigation shall be afforded an opportunity to appear before the Board to respond to complaints. Any recommendation by the Board for adverse action will be based on expressed findings of fact supporting such action. The president will inform the appropriate individual by letter of any action taken. Action shall be in accordance with Appendix B of reference (a) prescribing "off-limits" procedures. The Board will meet and act expeditiously in individual cases which merit urgent attention.

b. In urgent situations, Commanders or Commanding Officers may temporarily declare establishments or areas "off-limits" to service members subject to their jurisdiction. The circumstances for the action will be reported as soon as possible to the Commanding Officer, NAS Pensacola via the Staff Judge Advocate. Detailed justification for this emergency action will be provided to the Board for its deliberations.

c. Meetings of the Board shall be open to interested members of the public, unless the president determines that information of a confidential nature will be revealed; in which case, the president may order portions of the meeting to be closed to persons without a proper official interest in the proceedings.

d. During deliberations and voting on recommendations, the meeting of the voting members may be closed to all persons except the president, counsel, and members entitled to vote.

## 7. Action

a. Commands listed in subparagraph 4b(2) shall assign members to attend AFDCB meetings. A simple majority of those voting members who are present shall decide the issue. Every Commanding Officer must assume responsibility

for the welfare, morale, and basic health of command personnel. There is no dilution of or infringement upon any Commanding Officer's responsibility by the AFDCB.

b. Prior to submission of agenda items to the AFDCB, commands should attempt to resolve the complaint. A significant complaint, even though successfully resolved by the command, should be brought to the AFDCB's attention. Through this sharing of knowledge, it may be found that other commands have received similar complaints about that business establishment. If a significant problem exists, the AFDCB may choose to notify the owner or the business of its concern. Enclosure (1) is a checklist which should be used to ensure all necessary information is available to the command investigating the complaint and to the AFDCB. Correspondence directed to the Board should be addressed to:

President  
Armed Forces Disciplinary Control Board  
Naval Air Station Pensacola (Code 00A00)  
190 Radford Blvd  
Pensacola, Florida 32508-5217

8. "Off-Limits" Declarations. "Off-Limits" declarations shall be prepared in the form of a directive by the Board counsel per reference (a), forwarded to the Staff Judge Advocate, Chief of Naval Education and Training (00J) for review, and issued by the Chief of Naval Education and Training as a general order. Service members are prohibited from entering establishments or areas declared "off-limits." Violations may subject the member to disciplinary action under the Uniform Code of Military Justice.

J. M. DENKLER

Distribution:  
A C D  
(NASPNCLAINST 5216.1S)

Stocked:  
Commanding Officer  
NAS Pensacola  
190 Radford Blvd  
Pensacola, FL 32508-5217

CHECKLIST FOR ITEMS/COMPLAINTS THAT MAY BE SUBMITTED  
TO THE ARMED FORCES DISCIPLINARY CONTROL BOARD

1. Have complainant provide a written (typed) complaint to include:
  - \_\_\_\_\_ Member's name, address, and telephone number.
  - \_\_\_\_\_ Name of company, company representative, address, and business telephone number.
  - \_\_\_\_\_ Nature of complaint.
2. \_\_\_\_\_ What service member has done to resolve problem.
3. \_\_\_\_\_ What command has done to resolve problem.

4. \_\_\_\_\_ Have other members made complaints about this establishment? (If so, identify by name, command, and telephone number, along with statement.)
5. \_\_\_\_\_ What is the command's recommendation as to the course of action?
6. \_\_\_\_\_ Any additional command comments.

Enclosure (1)